

Name: \_\_\_\_\_ Z# \_\_\_\_\_

**EP-WES REQUIRED TRAINING**

Position: \_\_\_\_\_

Assignment Code  
Training Plan173325 3848  
9393 7508**SMO SUPPORT**

		Team Leader	SMO Specialist	Date Completed	Initials
<b>General LANL Requirements</b>	<b>EDS Course #</b>				
GET Training	5668	X	X		
Initial Security Briefing	9369	X	X		
EMS Training (TP 7215)	32461	X	X		
Annual Security Refresher	1425	X	X		
IWM Overview (TP 6957)	31881	X	X		
Substance Abuse Awareness (TP 458)	7863	X	X		
Traffic Safety and Special Materials Convoys (TP 9311)	42903	X	X		
Export Control for LANS Employees (TP 4797)	21208				
Web-Based Ethics Training	44486	X	X		
<b>L AND Q CLEARED PERSONNEL</b>					
Preventing Compromise Briefing	44971	X	X		
Integrated Safeguards and Security Management	44559	X	X		
<b>ADEP Required Training</b>	<b>TP 9424/AC 4363</b>				
EP-DIR-QAP-0001,R2 Quality Assurance Plan for the Env Programs	43369	X	X		
EP-DIR-SOP-2011,R3 Personnel Training and Qualification	45675	X	X		
EP-DIR-SOP-4004 R1, IPC 1 Records Transmittal and Retrieval Process	45796	X	X		
EP-DIR-SOP-4001, R4 Document Control	46049	X	X		
EP-DIR-SOP-4003, R2 Records Management	46048	X	X		
EP-DIR-SOP-5006, R0 Control of Measuring and Test Equipment	42908	X	X		
EP-DIR-SOP-8001, R0 Inspection, Test, and Acceptance	42909	X	X		
<b>ERSS JOB-SPECIFIC REQUIRED TRAINING</b>	<b>EDS Course #</b>				
EP-ERSS-SOP-4005, R0 Peer Review Process	40819	X			
QP-4.1, R5, ICN1 Quality Procedure Development	36565	X			
QP-4.2, R5, ICN1 Standard Operating Procedure Development	41593	X			
EP-ERSS-SOP-4002, R0 Document Development	40824	X			

5/27/2008

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		Team Leader	SMO Specialist	Date Completed	Initials
EP-DIR-SOP-7004, R0 Environmental Subcontracts Management	43643	X			
QP-7.3, R1 Subcontractor Performance Evaluation	27150	X			
MAQ-036, R1 Preparing SOWs for Procuring Analytical Chemistry	24722	X			
QP-10.1, R3 Independent Assessments	30725	X			
EP-ERSS-SOP-5091, R0 Database Permissions and Change Management	40897	X	X		
EP-ERSS-SOP-5085, R0 Chain-of-Custody for Analytical Data Record Packages	40893	X	X		
ENV-WQH-QP-029, R2 Creating and Maintaining Chain of Custody	45753	X	X		
EP-ERSS-SOP-5056, R0 Sample Containers and Preservation	42845	X	X		
EP-ERSS-SOP-5055, R0 General Instructions for Field Investigations	40845	X	X		
EP-ERSS-SOP-5058, R0 Sample Control and Field Documentation	40846	X	X		
EP-ERSS-SOP-5059, R0 Field Quality Control Samples	40847	X	X		
EP-ERSS-SOP-5057, R0 Handling, Packaging, and Transporting Field Samples	42846	X	X		
DI-4.11 Completing the SMO Analytical Order and Field Paperwork	27228	X	X		
EP-ERSS-SOP-5095, R0 Shipping of Environmental Samples by the ERSS SMO	42847	X	X		

REVIEWED AND APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_